

**MINUTES**  
**JOINT TOWN COUNCIL,**  
**REDEVELOPMENT AGENCY, AND**  
**WINDSOR WATER DISTRICT MEETING**

Civic Center Council Chambers  
9291 Old Redwood Highway, Building 400  
Windsor, CA 95492

**October 3, 2007**  
**Regular Session - 6:00 p.m.**

**CLOSED SESSION- 5:30 p.m.**

**1. CALL TO ORDER**

Mayor Parker called to order a meeting of the Town Council, also serving as the Board of Directors of the Windsor Redevelopment Agency and Town of Windsor Water District at 5:37 p.m.

**2. COUNCIL ROLL CALL**

Present at Roll Call were Councilmembers Allen, Fudge, Goble, Salmon and Mayor Parker.

**3. PLEDGE OF ALLEGIANCE**

Councilmember Salmon led the Pledge of Allegiance.

**4. CITIZEN PUBLIC COMMENT - NONE.**

**5. ANNOUNCEMENT OF CLOSED SESSION TOPIC/ ADJOURNMENT TO CLOSED SESSION**

Mayor Parker announced the following Closed Session topics and Council adjourned to a Closed Session in Conference Room A at 5:38 p.m.

**5.1 Conference with Legal Counsel- Anticipated Litigation (Government Code Section 54956.9(b)) Significant Exposure to Litigation (One potential case)**

**6. REPORT OUT OF CLOSED SESSION**

The Closed Session adjourned and the regular meeting reconvened with all members present. No action was taken during Closed Session.

**REGULAR SESSION – 6:15 p.m.**

**7. PRESENTATION(S)/PROCLAMATION(S)**

**The agenda was reorganized to consider Items 7.3 and 7.2 in advance of Item 7.1.**

**7.3 Proclamation declaring October “Domestic Violence Awareness Month”**

Mayor Parker read a proclamation declaring the month of October “Domestic Violence Awareness Month.”

Rebecca Spence, YWCA Advocate, received the proclamation and thanked Council for acknowledging Domestic Violence Awareness Month. She briefly discussed the types of services provided by the Sonoma County Sheriff’s Department for victims of domestic violence.

**7.2 Proclamation supporting “California Arts Day”**

Mayor Parker presented Rosa Serrano, member of the Windsor Arts Council, with a proclamation proclaiming October 5, 2007 as “California Arts Day.”

**7.1 Presentation by CEO George Perez regarding changes to Santa Rosa Memorial Hospital**

George Perez, CEO of Santa Rosa Memorial Hospital, discussed the operation, financial status, expansion and construction costs of Santa Rosa Memorial Hospital.

**8. ANNOUNCEMENTS**

Mayor and Councilmembers made various announcements.

**9. CONFLICT OF INTEREST DECLARATION – NONE.**

**10. CHANGES TO THE AGENDA – NONE.**

**11. CITIZEN PUBLIC APPEARANCES**

Norman Maine, member of the Wine Country Woodturners Association, spoke regarding the disposition of wood that will result from the removal of trees from the Eastside Road Storage project. He requested that Council take action to allow them to salvage some of this wood that would be suitable for their projects.

John Robert Carman introduced himself as a new Windsor resident. He said that he is employed by CH2M Hill who is providing consulting services to the Town. He briefly discussed his qualifications.

Greg Draper, Windsor resident, inquired about the plans for the widening of Highway 101 with regard to sound barriers and sound walls.

Town Manager Mullan noted that Caltrans will be providing the Council with an update on the Highway 101 HOV project at a future meeting.

Edward Brousche, Windsor resident, asked if the Town has jurisdiction over sound walls in relation to the Highway 101 HOV project.

Rebecca Draper, Windsor resident, stated that there were several Windsor residents concerned about the sound wall in relation to the Highway 101 Widening project. She asked members of the public to stand up that concurred with her concerns about the sound wall. It was noted for the record that the majority of the members of the public stood up in concurrence to Ms. Draper's comments.

## **12. CONSENT CALENDAR**

Councilmember Allen moved to adopt the Consent Calendar items. Councilmember Goble seconded the motion. The motion passed by a 5/0 vote. (Councilmember Allen noted for the record that he viewed the proceedings of the September 19<sup>th</sup> meeting and is able to vote on the items).

### **12.1 Check Register No. 371**

**5/0 vote.** By motion, approved disbursements in the amount of \$2,342,206.91.

### **12.2 Apportionment of Assessment No. 29 of the Mitchell/Shiloh/Conde Assessment District for the Conde Lane Business Park**

**5/0 vote.** Adopted Resolution No. 2152-07 approving the appointment of Coastland Civil Engineering as the Engineer of Work, and directed the preparation of the Engineer's Report and amended assessment diagram for the apportionment of Assessment No. 29 of the Mitchell/Shiloh/Conde Assessment District for the Conde Lane Business Park.

### **12.3 Authorize a Professional Services Agreement with Brelje and Race Consulting Engineers for Utility Engineering Services**

**5/0 vote.** Adopted Resolution No. 2153-07 authorizing the Town Manager to execute a Professional Services Agreement with Brelje and Race Consulting Engineers for utility engineering services, in an amount not to exceed \$80,000.

### **12.4 Authorize a Professional Services Agreement with Brelje and Race Consulting Engineers for Engineering Design Services for East Shiloh Road Pruitt Creek Culvert Water Main Relocation**

**5/0 vote:**

- a) Adopted Resolution No. 2154-07 authorizing the Town Manager to execute a Professional Services Agreement with Brelje and Race Consulting Engineers for engineering design services for the East Shiloh Road Pruitt Creek Culvert Water Main Relocation Project, in an amount not to exceed \$40,000.
- b) Adopted Resolution No. 2155-07 amending the FY 2007/08 budget to appropriate funds in the amount of \$40,000 to the East Shiloh Road Pruitt Creek Culvert Water Main Relocation Project from the unappropriated funds in the Water Repair and Replacement Fund.

- 12.5 Approval of Parcel Map 07-07 (7975 Cameron Drive)**  
**5/0 vote.** Adopted Resolution No. 2156-07 approving and accepting Parcel Map 07-07; and authorizing the Town Manager to sign a Lighting and Landscaping Assessment District Agreement.
- 12.6 Burbank Housing's Request for Fee Deferral on the Windsor Redwoods Project**  
**5/0 vote.** Adopted Resolution No. 2157-07 authorizing the Town Manager to execute the required documents to defer Development Impact Fees for the Windsor Redwoods Project.
- 12.7 Sanderson Ford Automobile Dealership Pre-Zoning Ordinance**  
**5/0 vote.** Adopted, by title only, Ordinance No. 2007-222 pre-zoning the Sanderson, Jones, and Smith-North parcels.
- 12.8 Purchase of Hybrid vehicles for the Public Works and Administrative Services Departments**  
**5/0 vote.** Adopted Resolution No. 2158-07 authorizing the Town Manager to execute a purchase agreement for the purchase of six Hybrid vehicles through the State of California Department of General Services – Procurement Division's Vehicle Contract #1-07-23-11 Revision A from Senator Ford of Sacramento, CA for use in the Public Works and Administrative Services Departments, in an amount not to exceed \$161,152.40.
- 13. PUBLIC HEARING – NONE.**
- 14. REGULAR CALENDAR**
- 14.1 Support for Habitat for Humanity of Sonoma County**  
Senior Planner Thompson summarized the contents of the staff report.
- Diane Estren, Executive Director of Habitat for Humanity of Sonoma County, discussed the importance and the need for affordable housing and asked for Council support.
- Mayor Parker called for public comments. There were none forthcoming.
- Councilmember Allen moved to adopt Resolution No. 2159-07 supporting Habitat for Humanity of Sonoma County affordable housing projects in Windsor. Mayor Pro Tem Fudge seconded the motion. The motion passed by a 5/0 vote.
- 14.2 Introduction of Ordinances regarding the 2007 California Code of Regulations, Title 24, Building Code**  
Building Official Pantazes summarized the contents of the staff report and introduced Matt Gustaffson, Battalion Chief/Fire Marshall, of the Windsor Fire Protection District.
- Mayor Parker called for public comments. There were none forthcoming.

Councilmember Salmon requested that staff notify representatives of the building community in Sonoma County of the Council's introduction of the Building Code ordinances, including the date and time of the adoption of the subject ordinances and invite them to provide comments.

Councilmember Salmon moved to introduce the following ordinances:

- a) Introduced, by title only, an ordinance repealing ordinance 2002-160 and amending the existing Title VI, Fire Prevention and Protection.
- b) Introduced, by title only, an ordinance repealing Ordinances 2002-160 and 2007-215, and replacing Title VII, Housing and Building, with the 2007 edition of the California Code of Regulations, Title 24, Parts 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 12, including all appendices, as published by the International Code Council.

Councilmember Allen seconded the motion. The motion passed by a 5/0 vote.

#### **14.3 Parks and Recreation Commission Vacancy**

Councilmember Allen appointed Cindy Holman to the Parks and Recreation Commission for an unexpired term ending December 31, 2010.

#### **14.4 Discussion and Action on Councilmembers' comments submitted when absent from a Town Council Meeting**

Mayor Pro Tem Fudge initiated a brief discussion on the Council's practice regarding comments from Councilmembers submitted for the record when they are absent from a meeting.

Council, by consensus, concurred to amend the Rules for the Conduct of Town Council Meetings to add the following provisions and directed staff to return at a future meeting with the information:

1. Councilmembers who are not able to attend a particular Town Council meeting may submit written comments on the agenda items. The comments will be distributed on the dais to all Councilmembers and will not be read into the record.
2. The Councilmembers' comments will be submitted to the Town Manager and/or Town Clerk and distributed as soon as possible to the other Councilmembers.

### **15. DISCUSSION AND/OR ACTION ON PENDING STATE OR FEDERAL LEGISLATION AND ACTIVITIES**

#### **15.1 League of California Cities**

#### **15.2 Sonoma County Mayors' and Councilmembers' Association Legislative Committee Update**

## **16. MAYOR'S & COUNCILMEMBERS' REPORTS**

### **16.1 Individual Councilmember Reports and Comments**

Councilmembers reported on various meetings they attended.

Mayor Pro Tem Fudge advised Council that she will not be attending the December 19, 2007 Town Council Meeting.

Council held a brief discussion regarding an amendment to the Inclusionary Ordinance that is currently scheduled on the December 19, 2007 Town Council meeting. As a result, Council's consensus was to move this item from the December 19, 2007 agenda to its regularly scheduled January 16, 2008 meeting for discussion and/or action by the full Council.

Mayor Parker reported that he will be out of Town October 21<sup>st</sup> through October 31, 2007.

### **16.2 Reports on Meetings/Conferences**

Mayor Parker briefly reported on the upcoming SMART Growth Conference to be held in Washington, D.C. in February of 2008. It was noted for the record that Councilmembers Fudge, Goble, Salmon and Mayor Parker will be attending.

### **16.3 Requests for Future Council Agenda Items**

No requests were made.

### **16.4 Town Councilmember Representation on the Sonoma County Water Agency (SCWA) Lobbying Trips – Debora Fudge**

Mayor Pro Tem Fudge was appointed to attend the SCWA Lobbying Trips, as the Town's representative.

## **17. TOWN MANAGER'S REPORT (NO WRITTEN REPORT)**

No reports were made.

## **18. ADJOURNMENT**

The meeting adjourned at 8:11 p.m. to a Regular Town Council meeting scheduled for Wednesday, October 17, 2007 at 6:00 p.m., in the Civic Center Council Chambers located at 9291 Old Redwood Highway, Building 400 in Windsor.

Approved and adopted this 17<sup>th</sup> day of October 2007.

---

Maria De La O, CMC  
Town Clerk